

## **BOARD OF SELECTMEN – OCTOBER 3, 2011**

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### **I. Call to Order/Roll Call**

Chairman Brian Major called the Regular meeting of the Board of Selectmen to order at 7:05 P.M. in the Selectmen's Conference Room at the Town Offices. Present were: Roll Call – Chairman Major and Selectmen Ted Teichert, Alex Vispoli and Paul Salafia. Selectman Mary Lyman arrived after the meeting opened. Also present: Town Manager Buzz Stapczynski and Town Clerk Larry Murphy. The meeting was duly posted and cable-cast live.

### **II. Opening Ceremonies**

Chairman Major asked for a Moment of Silence followed by the Pledge of Allegiance.

### **III. Communications/Announcements/Liaison Reports**

The Town Manager made the following announcements:

- ~ The restoration and repairs to the first Main Street Mural painted by Dorothy Piercy in 1957 have been completed and the mural has been re-hung on the wall at Town Offices.
- ~ A Tri-Board meeting will be held on Thursday, October 13<sup>th</sup> in the School Committee Room in the School Administrative Offices at 7:00 P.M. with a presentation on health insurance reform provided by Ken Lombardi.
- ~ The Elderly Housing Overlay Task Force is changing its name to the Franciscan Housing Overlay District Task Force to more appropriately reflect their focus on the River Road property. The Overlay District Task Force will hold a meeting on October 19<sup>th</sup> at the Memorial Hall Library to receive input from the community.
- ~ The Bald Hill Compost Area is now open and stickers can be purchased in the Plant and Facilities Department.

Selectman Vispoli reported on the I-93 project and his discussion with Richard Davies, Representative from the Transportation Department. There is a general concern that Federal funds may be in jeopardy, the timeline has been red-flagged for now but they are working with the Regional Planning Group as well as representatives at the State level, Congresswoman Nikki Tsongas and others on this matter.

Mr. Vispoli also reported that he, Jon Stumpf and Paula Colby-Clements, Selectmen, Finance Committee and School Committee Legislative liaisons, are meeting this week with Senator Barry Finegold and Representatives Paul Adams and Jim Lyons to discuss issues and concerns of the Town.

Selectman Salafia is proud of the number of Andover residents who participated in the Alzheimer Walk on Sunday. He said the turnout was remarkable.

### **IV. Citizens Petitions and Presentations**

Mary Carbone, 3 Cyr Circle, said she would like to see more information from the Youth Foundation on the proposal/contract for the Andover Youth Center. She has questions about fund-raising efforts, naming rights, and costs tied to the building once completed. Chairman Major told Ms. Carbone that the contract is a public document.

Bob Pokress, Cherrywood Circle, is in favor of the Special Town Meeting for the Youth Center and feels the real issue is the situation surrounding donations and how we allot

additional dollars. He was not aware that the generous donations made many years ago could now be in jeopardy and, as a Town, we have a moral obligation to let donors know if the Town plans to move forward with this project.

**V. Consent Agenda**

**A. Traffic Rules and Regulations**

Safety Officer Edgerly explained the changes proposed for Traffic Rules and Regulations for the Riverina Road area.

Selectmen Vispoli motioned to approve the following requests as presented by Officer Edgerly and as printed in the agenda:

Schedule 7, Article VII, Section 8(i) – Center Lines

Add:

~ Center line on Riverina Road from Haverhill Street to 450' north of Haverhill Street.

Schedule 7, Article VII, Section 8(i) – Crosswalks

Add:

~ Crosswalk on Riverina Road to Haverhill Street.

Schedule 1, Article V, Section 2 – Parking

Add:

~ “No Parking” on the east side of Riverina Road from Haverhill Street to a point 50' north of Haverhill Street.

The motion was seconded by Selectman Lyman and voted 5-0 to approve.

On a motion by Selectman Salafia with a second by Selectman Teichert, it was voted 5-0 to approve the change to Schedule 7, Article VII, Section 8(i) – Do Not Enter to add “Do Not Enter” on Hidden Road at the South Main Street north entrance.

**V. Consent Agenda**

**B. One-Day Beer & Wine Licenses**

Selectman Teichert motioned to approve the request of Elaine Clements, Andover Historical Society, 97 Main Street, Andover, who is applying for a one-day beer & wine license for use on Friday, October 28, 2011 from 7:00 P.M. to 9:00 P.M. for an historical lecture event at the Historical Society and to also approve the request of Judith Trerotola, The Andover's Village at Home, Inc., 20 Main Street, Andover, who is applying for a one-day beer & wine license for use on Sunday, October 23, 2011 from 6:00 P.M. to 10:00 P.M. for the ballroom dance at the Town House. The applications have been reviewed and approved by the Town Clerk subject to the condition that all requirements of the Town are met prior to the issuance of the licenses. The motions were seconded by Selectman Vispoli and voted 4-0 to approve. (Selectman Lyman was not present at the time of the vote)

**C. Appointments and Re-appointments**

On a motion by Selectman Salafia with a second by Selectman Teichert, the Board voted 4-0 to approve the following appointments recommended by the Town Manager:

DEPARTMENT	POSITION	RATE	EFF. DATE
<u>MEMORIAL HALL LIBRARY</u>			
Gal Kramer	Page – PT	L-1/1 – \$8.00/hr.	10/4/11

(v. U. O'Toole)

COMMUNITY SERVICES

Jack W. Gillette	Counselor – PT	C2A/\$8.00/hr.	9/20/11
Bridget K. Thibodeau	Counselor – PT	C2A/\$8.00/hr.	9/26/11

ELDER SERVICES

Jeanne Doucette	Office Assistant II – Financial	IE12-8-4/\$50,102	9/19/11
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The following re-appointment by the Board of Selectmen was unanimously approved (see discussion on agenda under Regular Business of the Board (B) Town Accountant Re-appointment).

TOWN ACCOUNTANT

Rodney P. Smith	Town Accountant	M-2/\$106,306	7/1/11
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**VI. Regular Business of the Board**

**A. Andover Youth Foundation**

The Board discussed the process and open issues regarding the proposed Youth Center. A presentation of the proposed Youth Center was led by Diane Costagliola of the Youth Foundation. She explained that a Special Town Meeting was not in their original plan, however, after discussions with major donors it was decided a timeline needed to be established to move the project forward or chance losing the funds donated. The Foundation is requesting assistance and guidance from the Board on moving forward.

The Board would like the Youth Foundation to collect the necessary signatures for the petition to call a Special Town Meeting with December 5<sup>th</sup> being established as the date for the Special Town Meeting contingent upon receipt of the required signatures. The signature petition will include the wording of the article by the Youth Foundation and should be submitted to the Town Clerk's Office on October 24<sup>th</sup>.

Youth Services Director Bill Fahey introduced several Andover students who spoke in support of Andover Youth Services and through their assistance and guidance were able to navigate through difficult life situations.

Chairman Major facilitated a brainstorming session resulting in the following questions, suggestions, and concerns from Board members:

1) How will the center be funded; 2) establish a template for building projects; 3) address issues with neighbors and abutters – parking, traffic, etc.; 4) conduct a pre-submission review to include an Inter-departmental review and input from the Design Review Board; 5) have a contingency plan in the case of insufficient funds; 6) construct a final agreement for private/public projects; 7) determine operational costs of the building; 8) determine how staffing and maintenance fits into the budget and facilities plan; 9) validation of building quotes by outside estimators; 10) list standard construction requirements of the Town and 11) establish a time-frame.

The following are some of the questions, suggestions, and concern by residents:

1) Beware of the cost of green initiatives; 2) what is the financial impact if not approved now; 3) confirmation that donors considering withdrawing donations; 4) how will

project be funded and what is the process once approved; 5) what happens to the Youth Services location at Pearson Street; 6) how does this project fit with other major projects on the horizon; 7) articulate other activities the building could be used for; 8) have answers prepared for questions at the Special Town Meeting; 9) who pays for infrastructure studies; 10) what project is repositioned if this project is approved; 10) what fiscal year would the Youth Center impact the budget; 11) address funding issues upfront and 12) investigate other funding opportunities other than borrowing.

**B. Town Accountant Re-appointment**

Selectman Vispoli reported that he and Selectman Lyman previously met with Town Accountant Rodney Smith to review the proposed goals and efficiencies for the next three years and accomplishments of his past term. There are two components to the re-appointment – the first is to vote on the re-appointment and the second is the setting of goals for the next three-year period.

Mr. Smith, who has held the position of Town Accountant for the past 31 years, reported that over the past three years he has provided quarterly updates to the Board, instituted additional warnings of budget/expense concerns, monthly revenue reports, and was instrumental in the establishment of the Fraud Risk Assessment. Future areas of focus include working with IT Committee on implementation of IT goals, addressing items in the Blum-Shaprio Report, distributive processing and online reporting, OPEB funding strategies, development of SMART Goals, and engineering of risk assessment. It was recommended he continue to work on communication of contracts and an on-line attendance system. Chairman Major will work with Mr. Smith and his team to generate goals into SMART Goals.

Selectman Vispoli motioned that the Board of Selectmen vote to re-appoint Rodney P. Smith for another three-year term as Town Accountant. The motion was seconded by Selectman Lyman and unanimously approved. Roll call vote: Chairman Major – Y and Selectmen Lyman –Y, Vispoli – Y, Teichert – Y and Salafia – Y. Chairman Major certified the re-appointment of the Town Accountant for a three-year term by a vote of 5-0.

**C. Alcoholic Beverage Licensing Policy – Proposed Amendment – First Reading**

Town Clerk Larry Murphy explained the proposed amendment to the Alcoholic Beverage Licensing Policy regarding the issuance of one-day alcohol license requests which are routinely granted and vetted by the appropriate departments. He suggests the Board consider changing the Policy to allow issuances of such licenses, without coming to the Board for approval (unless there was a situation that required their attention), by authorizing the Town Clerk to act as Licensing Agent of the Board or to empower one member of the Board to approve the requests.

Selectman Lyman motioned to authorize the Town Clerk to act as the Licensing Agent of the Board to approve one-day alcohol license requests. The motion was seconded by Selectman Vispoli and voted 5-0 to approve.

**D. Selectmen's FY-2012 Goals & Objectives**  
Tabled.

**VII. Adjournment**

On a motion by Selectman Teichert with a second by Selectman Salafia, it was voted 4-0

to adjourn the meeting at 9:29 P.M.

Respectfully submitted,

Dee DeLorenzo  
Recorder

Documents:

Memos from Town Clerk Larry Murphy: 1) Alcohol Beverage Licensing Policy and 2) Calling a Special Town Meeting.

Letter from Safety Officer Edgerly regarding results of the Riverina Road audit.